

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
April 2, 2018

The Lyndon City Council met in regular session on Monday, April 2, 2018, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Morrison called the meeting to order.

- a) ROLL CALL: City Clerk called roll of the City Council. Mayor Morrison and members Katie Shepard (7:05), Darrel Finch, and Darin Schmitt present. Kyle Recob and Bill Patterson absent with notification.

City Staff present: Pat Walsh, City Attorney; Julie Stutzman, City Clerk; Darrel Manning, Chief of Police; and David Forkenbrock, Patrolman.

Others Present: Tammy Schlingmann, Herald Chronicle; and Chris Smith, resident.

2. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- a) Schmitt made the motion to approve the regular meeting minutes of March 19, 2018 as amended. Shepard seconded, motion carried.

3. CONSENT AGENDA:

- a) Approval of Bills: Finch made the motion to approve the bills as set forth. Schmitt seconded, motion carried.

4. PUBLIC COMMENTS: None.

5. CORRESPONDENCE TO COUNCIL:

- Public Wholesale Water Supply District #12 meeting minutes of March 21, 2018.

6. UNFINISHED BUSINESS:

- a) ALDIE CHRISTESEN TRAIL SIGN: The City Clerk stated that the Maintenance Supervisor had taken down the trail sign due to disrepair and the need for updating. After review of the sign, it was the consensus of the Council to proceed with obtaining design proofs from Knox Signs and Graphics that included what is currently on the sign.
- b) PROJECT UPDATE MEMO FROM BG CONSULTANTS: The Council received an update for the mainline and service tap projects that include timeline for mobilization and commencement of work.
- c) LETTER OF INTEREST - PLANNING AND ZONING: The Mayor received a letter of intent from Dennis Smith to fill the vacant seat on the Planning and Zoning Commission. After brief discussion, tabled the matter until the next meeting as the Mayor wanted to get input from the Zoning Board before making the appointment.

7. NEW BUSINESS:

- a) FAIR HOUSING MONTH PROCLAMATION: The City Clerk provided the annual proclamation celebrating 50 years of fair housing. Schmitt made the motion to approve and authorize the Mayor to sign the proclamation. Shepard seconded, motion carried.
- b) ARBOR DAY OBSERVATION PROCLAMATION: The City Clerk provided the annual Arbor Day proclamation declaring the month of April as Tree Month and observance of day of April 21, 2018. Shepard made the motion to approve and authorize the Mayor to sign the proclamation. Schmitt seconded, motion carried.
- c) POOL CHAIR PURCHASE: The Council received options for the purchase of chaise loungers for the pool. The City Clerk stated she provided three options, however, recommended purchasing the all-plastic chaise over the ones with the canvas slings, as they would be easier to keep clean. She stated these chaises have a three-year warranty and for the price could purchase six and spend the same amount of funds last year when the City purchased the fan back chairs. Finch made the motion to purchase six of the Bahia chaise sandstone loungers at the cost of \$112.00 each. Shepard seconded, motion carried.
- d) TREE CITY BOARD MEMBERS ADVERTISEMENT: The Council received a copy of the proposed advertisement for tree board members. The City Clerk stated this was requested by Brad Loveless as the board has lost a couple of members and the need to recruit new members. The ad will be placed in the Osage Herald Chronicle this week and published in the next edition.

8. STAFF REPORTS:

- a) POLICE: Council received a copy of the Officer Activity report.
- b) PLANNING AND ZONING: The Commission is scheduled to meet on Wednesday, April 4, 2018 at 6:30 p.m. at City Hall.
- c) PUBLIC WORKS: No report.
- d) CITY CLERK: The City Clerk provided Council with a copy of the Clerk's report.

Trash contract with Ottawa Sanitation expires August 31, 2018 and will need to send out RFP's by the first part of May with a deadline for the first part of June. The City Clerk stated she would provide Council with a copy of the proposal for review at the next meeting and then send it on to Pat before sending out.

Sewer rate analysis needs completed to ensure the City's current rate covers O&M and debt for the utility.

Health insurance contract with SEHP expires December 31, 2018. A new contract from Stacy Elersic is expected in the next couple of weeks.

Deadline to sign up for cost-share trees for Arbor Day ends Friday, April 6 at 5:00 p.m.

Project progress meeting is Wednesday, April 11 starting at 9:00 a.m. in the basement at City Hall. BG Consultants, Chelsea Morris from USDA, city staff and contractors will attend.

9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Finch, Schmitt and Shepard congratulated the City Clerk for receiving the City Clerk of the Year Award by KRWA. The City Clerk thanked the Mayor, Schmitt and Shepard for attending the ceremony and the Council for their support.

Mayor Morrison stated there is a meeting scheduled with Brad Thompson with Musco Lighting regarding the ball field lighting on April 10, 2018 at 1:00 p.m. if anyone wants to attend. The City Attorney asked if there had been any indication from the school district or rec on this being a joint purchase. The Mayor stated that Mr. Thompson is working with the company that the school is considering for the football field lighting and briefly discussed the options. Both the rec and school district were notified by email about the meeting.

10. EXECUTIVE SESSION: Schmitt made the motion to recess for executive session for 10 minutes for Attorney-Client Privilege. Finch seconded, motion carried. Council reconvened with no binding action taken.

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Finch made the motion to recess to executive session for 15 minutes for non-elected personnel with the City Attorney attending. Shepard seconded, motion carried. Council reconvened with no binding action taken.

11. ADJOURNMENT: Schmitt made the motion to adjourn to Monday, April 19, 2018 at 7:00 p.m. for regular meeting. Shepard seconded, motion carried.



Julie Stutzman, City Clerk